



State of North Carolina Office of the State Controller

Michael F. Easley, Governor

Robert L. Powell, State Controller

August 14, 2001

TO: LEA Finance Officers

FROM: Melody Tart
Office of the State Controller

SUBJECT: Cash Management Plans

As was discussed in the August 10, 2001 Financial Services Conference at RTP, it is time for all LEA's to update their cash management plans, in order to be in compliance with G.S. 147-86.12. Draft plans are due September 30, 2001. In order to aid you in this process, the Office of the State Controller (OSC) has developed a statewide plan for school administrative units (Attachment #1). Please remember that all normal face type is to be included in your plan. The hints that are in bold face type are to be removed and your specific policies and procedures are to be added. Also, there is a cover letter (Attachment #2) that should be submitted with your final plan. For the benefit of those who could not attend the conference, I have included the screens from my PowerPoint presentation. (Attachment #3) The Department of State Treasurer's Banking Handbook (Attachment #4) has been included for your reference in developing your plan.

All pertinent contact information for me is included in Attachment #3. Please feel free to contact me if you have any questions, or if I can be of any assistance to you. Thank you for your attention to this matter

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